

# Withdrawal and Refund Policy

The withdrawal and refund policy pertains to the Recreation Department programs in which a registration fee is paid.

## Guidelines:

Submit a Written Request:	When Request is Received	Withdrawal Fee/Charges
Email: jtaylor@barrington.ri.gov jcarufel@barrington.ri.gov  Or mail: Rec. Department 283 County Road Barrington, RI 02806	Before program begins	Receive full registration fee, minus a \$30 processing fee
	Between the first (1 <sup>st</sup> ) and fifth (5 <sup>th</sup> ) day of camp	Receive half of the registration fee, minus a \$30 processing fee
	After five (5) days of camp	No refund

If you...

- Email or mail a written withdrawal request before the program begins you will receive the full registration fee, minus a \$30 processing fee.
- Email or mail a written withdrawal request between the first (1<sup>st</sup>) and fifth (5<sup>th</sup>) day of camp, you will receive half of the registration fee, minus a \$30 processing fee.
- Sorry, but there are no refunds given after five (5) days of camp.